Worksheet for Performing Artists

PLEASE TRANSFER ALL YOUR SUBTOTALS TO SHEET #2 OR SHEET #3 IF YOU USE IT



NAME___

A AUTO TRAVEL	
Away from Home Overnight (miles)	
Between Job or Job Locations (miles)	
Continuing Ed/Seminars (miles)	
Field Trips (miles)	
Library (miles)	
Meetings (miles)	
Purchasing Supplies/Materials (miles)	
Professional Society Meetings (miles)	
School Functions (miles)	
Total Business Miles =	
TRANSFER TO SHEET 2- SECT II- LINE 13 OR	SHEET 3- LINE 44a 🔺
Parking Fees/Tolls	
Auto Loan Interest	
TRANSFER TO SHEET 2- SECTION I- LINE 2 OR	
	SHEET 3- LINE 27-16 ▲
B TRAVEL OUT-OF-TOWN	SHEET 3- LINE 27-16 A
B TRAVEL OUT-OF-TOWN Airfare/Train/Bus	SHEET 3- LINE 27-16 A
	SHEET 3- LINE 27-16 A

B TRAVEL OUT-OF-TOWN	
Airfare/Train/Bus	
Car Rental	
Parking + Tolls	
Taxi + Subway	
Laundry	
Lodging (do not combine with meals)	
Porter/Bell Captain	
Telephone Calls (including home)	
Total Out-of-Town Expenses	
TRANSFER TO SHEET 2- SECT. I- LINE 3 OR	SHEET 3- LINE 24a 🔺
Meals	

TRANSFER TO SHEET 2- SECT. II - LINE 5 OR SHEET 3- LINE 24b A

C PROFESSIONAL EDUCATION / SEMINARS	
Coaching	
Lessons/Instructions	
Reference Material	
Seminars	
Sheet Music	
Study Materials	
Total Seminars/Prof Ed	

TRANSFER TO SHEET 2- LINE 20-2 OR SHEET 3- LINE 27-22 A

D EQUIPMENT / FURNITURE	
Answering Machine	
Calculator/Copy + Fax Machine	
Telephone + Pager	
Desk + Chairs	
File Cabinets	
Total Equipment/Furniture	

TRANSFER TO SHEET 2- LINE 20-8 OR SHEET 3- LINE 27-24

E PERFORMING ARTIST'S EXPENSES	
Accompanists and Audition Expense	
Advertising/Professional Listings	
Agents and Management Fees	
Backstage Tips	
Business Gifts (up to \$25 per person per year)	
Cleaning, Laundry and Alterations	
Costumes- Dance/Stage/On Camera Wear	
Hair Care, Wigs, Make Up etc	
Musical Instruments/Piano Tuning/Repair	
Opening Night Expenses	
Photos, Videos, CDs	
Professional Trade Publications	
Professional Viewings/Tickets	
Rehearsal Studios, Recording Fees	
Tools + Supplies	
Other	
Total Performing Artists Expenses	

TRANSFER TO SHEET 2- LINE 20-7 OR SHEET 3-LINE 27-18 A

F INTERNET / WEBSITE / PHONE – Business Portion	
Cell Phone	
Cable	
Internet	
Website	
Other	
Total Telephone	

TRANSFER TO SHEET 2- LINE 20-9 OR SHEET 3- LINE 25 A

G PROFESSIONAL DUES / FEES	
Dues–Unions/Prof. Associations	
Initiation Fee	
Other	
Total Dues/Fees	

TRANSFER TO SHEET 2- LINE 20-1 OR SHEET 3- LINE 27-8 A

H MISC EXPENSES	
Bookkeeping (Sh.2 –line 22 or Sh.3 line 17)	
Business Cards	
Legal/Prof Serv. (Sh.2 –line 22 or Sh.3 line 17)	
Messengers/Postage/FedEx	
Printing Resumes, Stationery/Copies	
Other	
Total Misc.	

TRANSFER TO SHEET 2 - LINE 20-11 OR SHEET 3- LINES 27-25 A